

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, APRIL 22, 2019 AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at the hour of 6:30 p.m. by Village Clerk Leroy Hansen.

2. ROLL CALL

Those present at roll call were, Village Clerk Leroy Hansen, Trustees Sue Berglund, Terrence Kelly, Michael Mistele, Gayle Neal, and Paul Oggerino.

ABSENT: Mayor Frank Trilla and Umberto Davi.

Also present were Village Attorney Thomas Bastian, Village Administrator Timothy Halik, Director of Finance Carrie Dittman, Deputy Chief of Police Lauren Kasper, Interim Village Administrator Michael Mertens and Deputy Clerk Christine Mardegan.

A QUORUM WAS DECLARED

3. MOTION TO APPROVE - A MOTION TO APPOINT TRUSTEE MICHAEL MISTELE AS TEMPORARY CHAIRMAN IN THE MAYOR'S ABSENCE

Village Clerk Hansen advised that a motion was necessary to appoint Trustee Michael Mistele as Mayor Pro Tem for tonight's meeting.

MOTION: Made by Trustee Oggerino and seconded by Trustee Berglund to appoint Trustee Mistele as Mayor Pro Tem.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

4. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Mistele asked Interim Village Administrator, Michael Mertens, to lead everyone in saying the Pledge of Allegiance.

5. VISITORS' BUSINESS

Several residents spoke about issues and concerns relating to Sterigenics and the status of Home Rule.

6. OMNIBUS VOTE AGENDA

- a. Waive Reading of Minutes (APPROVE)
- b. Minutes - Special Board Meeting (Budget Review) - March 18, 2019 (APPROVE)
- c. Minutes - Public Hearing on the Proposed Appropriation Ordinance - April 8, 2019 (APPROVE)
- d. Minutes - Regular Board Meeting - April 8, 2019 (APPROVE)
- e. Warrants - \$217,661.03 (APPROVE)
- f. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Enter into an Agreement with BKD LLP for Audit Services for Fiscal Year 2018/19 (ADOPT)
- g. Resolution - A Resolution Authorizing Mayor and Village Clerk to Enter into an Agreement with Sikich LLP for Human Resources On Demand Support Services for FY 2019/20 (ADOPT)
- h. Resolution - A Resolution Authorizing the Mayor and Village Clerk to Accept a Proposal to Conduct the 2019 Village -Wide Spring Brush Collection Program - N.J. Ryan Tree & Landscape, LLC (Adopt)
- i. Resolution - A Resolution Approving a Plat of Easement - 750 67<sup>th</sup> Place (ADOPT)
- j. Resolution - A Resolution Proclaiming May 15, 2019 Police Officers Memorial Day and the Week of May 12-18, 2019 as Police Week in the Village of Willowbrook (ADOPT)
- k. Motion - Motion to Approve - Community Resource Center/Village Council Chambers Renovation Project: Payout #5 - Partial Payment, L.J. Morse Construction Company (PASS)
- l. Motion - Board Advice and Consent to Mayor's Appointments of Fill Vacancies in the Parks & Recreation Commissions, Plan Commission, Board of Police Commissioners, and Police Pension Fund Board (PASS)
- m. Mayor's Appointments to Committees of the Board of Trustees for 2019 and Beyond (PASS)
- n. Motion - Board Authorization for Staff to Process Current Delinquent Water Bills in Accordance with Past Practices (PASS)
- o. Plan Commission Recommendation - Public Hearing 19-01: Beyond Self Storage, Illinois Route 83 Kingery Highway) Frontage Road and 79<sup>th</sup> Street (RECEIVE)

Mayor Pro Tem Mistele asked the Board if there were any items to be removed from the Omnibus Vote Agenda.

MOTION: Made by Trustee Berglund and seconded by Trustee Kelly to approve the Omnibus Vote Agenda as presented.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: Davi.

MOTION DECLARED CARRIED

NEW BUSINESS

7. Motion - TO APPROVE THE FISCAL YEAR 2019/20 BUDGET

Director of Finance Dittman presented the FY 2019/20 budget for the board's approval. The final budget incorporates the discretionary items that the Board approved at the March 18 Board Budget Workshop along with subsequent budget related discussions on staffing. The General Fund's fund balance at April 30, 2020 is projected to be \$3,472,263, which represents 136 days of operating expense reserves. The Village will adopt the annual appropriation as required by the State Appropriation Act within the first quarter of the new fiscal year.

MOTION: Made by Trustee Neal and seconded by Trustee Kelly to approve the Fiscal Year 2019/20 Budget.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: Davi.

MOTION DECLARED CARRIED

8. Motion - To RECLASSIFY THE POSITION OF BUILDING INSPECTOR TO BUILDING OFFICIAL, SET AT PAY GRADE 10 WITHIN THE VILLAGE SALARY PLAN, AND TO APPROVE THE PROMOTION OF CURRENT BUILDING INSPECTOR RAY GIUNTOLI TO THE NEWLY CREATED POSITION OF BUILDING OFFICIAL EFFECTIVE MAY 1, 2019

Village Administrator Halik related that on March 18, 2019 the Board of Trustees discussed the recommendation of Roy Giuntoli to be promoted to a supervisor position. Roy Giuntoli was promoted to Building Official.

MOTION: Made by Trustee Oggerino and seconded by Trustee Berglund to approve Roy Giuntoli to Building Official.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: Davi.

MOTION DECLARED CARRIED

9. MOTION - TO CREATE THE NEW POSITION OF POLICE ACCREDITATION MANGER/ ADMINISTRATIVE SECRETARY, SET AT PAY GRADE 6 WITHIN TH VILLAGE SALARY PLAN, AND TO APPROVE TH PROMOTION OF CURRENT POLICE SECRETARY NANCY TURVILLE TO THE NEWLY CREATED POSITION OF POLICE SECRETARY EFFECTIVE MAY 1, 2019

MOTION: Made by Trustee Kelly and seconded by Trustee Berglund to Promote Nancy Turville to Accreditation Manager/Administrative Secretary.

PREVIOUS ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: Davi.

PRIOR BUSINESS

10. COMMITTEE REPORTS

Trustee Neal had no report.

Trustee Kelly had no report.

Trustee Mistele had no report.

Trustee Berglund had no report.

Trustee Davi had no report.

Trustee Oggerino had no report.

All of the Trustees thanked Administrator Halik for all of his years of service, hard work and dedication to the Village of Willowbrook.

11. ATTORNEY'S REPORT

Attorney Durkin had no report.

12. CLERK'S REPORT

Clerk Hansen had no report.

13. ADMINISTRATOR'S REPORT

Administrator Halik had no report.

14. MAYOR'S REPORT

No Mayor's report due to Mayor Trilla's absence.

15. Closed Session

Mayor Pro Tem Mistele stated that there was no need for Closed Session during tonight's meeting.

16. ADJOURNMENT

MOTION: Made by Trustee Oggerino and seconded by Trustee Berglund, to adjourn the Regular Meeting at the hour of 6:46 p.m.

ROLL CALL VOTE: AYES: Trustees Berglund, Kelly, Mistele, Neal, and Oggerino. NAYS: None. ABSENT: Davi.

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED.

\_\_\_\_\_, 2019.

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Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.